

CITY OF DETROIT POLICE AND FIRE RETIREE HEALTHCARE TRUST



Admin Committee Meeting Minutes

Monday, July 12, 2021

9:30 am at BeneSys Office, Troy, MI via In-Person and via Conference Call

<u>Trustees:</u>	<u>Attending:</u>	<u>Role:</u>
Chet Opolski	In-Person	Chairman
Tracy Shippy	In-Person	Trustee
Richard Kosmack	In-Person	Trustee
Dan Bojalad	In-Person	Trustee

Others present: Louis Sinagra, Spouse of Member (via phone)

Legal Representation: Aaron Castle (in-person)

BeneSys Representation: Violet Gjorgjevski and Jennifer Crosby (via phone)

The meeting was called to order at 9:32 am.

Motion – To accept the agenda dated July 12, 2021: By D. Bojalad, seconded by B. Roehl.

- Motion Carried – Unanimously

Copy of the previously approved Administrative Committee Meeting minutes and Closed Meeting minutes from the June 14, 2021 were presented.

Public Comment - None

Legal Report

A. Actuarial and/or Benefit Consulting Service

A. Castle updated the Admin Committee that communication has been sent to Aon, Manquen Vance and Terry Group for their presentations immediately following the Admin Committee meeting on August 9, 2021. The providers have been asked to inform BeneSys if they will be attending in-person or virtually. The Benefit Consultant RFP Committee will hear the presentations and handle the interview process.

Chairman Opolski mentioned that negotiations with Priority Health directly have been going very well so to think about whether we even need the added expense of a Benefit Consultant.

In addition, it was noted that Chairman Opolski signed the finalized PIMCO Contract to open and fund the account.

Administrative Report/Administrative Committee Report

A. BeneSys Cybersecurity Program Best Practices – July 2021

This information was provided to the Board for informational purposes.

B. Monetization Scenario

Ms. Gjorgjevski presented enrollment information that was requested at the last Admin Committee Meeting in June 2021. Discussion took place regarding the total enrolled members on this report provided today and the total number of enrolled members provided in the Actuarial Valuation. BeneSys agreed to review this information again and report back at the next Meeting.

Business Agent Report

Chairman Opolski informed the Admin Committee that the transfer of funds from cash to investments had taken place. He is still receiving calls from members on a steady basis with questions regarding the HRA program.

Chairman Opolski informed the Admin Committee that he had finalized the Members Not Enrolled project and turned his notes over to Jennifer Crosby to be entered into the BeneSys system.

New Business

A. GRS – Supplemental Projections

Chairman Opolski would like this information included in the meeting materials for the Board of Trustees Meeting on July 26, 2021. At that point in time, they should have final information regarding Benefit Enhancement from Priority Health and can make decisions for the 2022 Plan Year.

Mr. Castle is also doing more investigation into the possibility of offering a lump-sum buy out to members under the age of 60 or 65.

Discussion took place regarding having a maximum benefit amount to better assist in planning for future needs of the trust and its members.

Motion – To recommend to the Board to put in place a maximum benefit amount of \$400 until determined otherwise by the Board of Trustees: By R. Kosmack, seconded by B. Roehl.

- Motion Carried – Unanimously

B. Open Enrollment Documents 2022

A discussion took place regarding Open Enrollment for 2022 and the documents that need to be updated and prepared. It was recommended that 2022 Open Enrollment dates will be October 11, 2021 to November 12, 2021. In addition, there will be Open Enrollment Meetings held for the 2022 Plan Year. Location and dates to be determined.

Initial suggestions were made for updating the Open Enrollment Form for 2022. Jennifer Crosby will begin making updates and present a draft at the next meeting. Also Ms. Crosby is working on the Direct Deposit/ACH form for HRA Reimbursement for 2022 and will present a draft at the next meeting.

C. HRA Form 2022

Initial suggestions were made for updating and improving the HRA Forms for 2022. Jennifer Crosby will begin making those updates and present at the next meeting. In addition, it was determined that sample HRA Forms will be put in the 2022 Open Enrollment Book for members to refer to. A draft will be presented at the next meeting.

Unfinished Business

A. 2022 Benefit Enhancements

Chairman Opolski and Trustee Shippy met with the team at Priority Health to discuss benefit enhancements for the 2022 Plan Year. They hope to have this project finalized to present at the Board Meeting on July 26, 2021. Several benefit enhancements are being looked at with not more than a \$50 PM/PM cost to the Trust.

Correspondence - None

Trustee Comment/Open Forum - None

Adjournment

Motion – To adjourn the Administrative Committee Meeting: By D. Bojalad, seconded by T. Shippy.

Motion Carried – Unanimously

Meeting adjourned at 10:58 a.m.